

North Tyneside Council Licensing Act 2003

Advertisement of Applications

An applicant is required to advertise their application when applying for the following licences:

- Grant of Premises Licence (No previous Justices Licence held)
- Grant of Club Premises Certificate (No previous Club Registration held)
- Variation of Premises Licence
- Variation of Club Premises Certificate
- Provisional Statement

The following two stages must be complied with for the application to be valid:

Stage 1

For a period of no less than **28 consecutive days** starting on the day after the application is given to North Tyneside Council a notice must be displayed prominently at or on the premises.

The notice must be:

- Of a size equal or larger than A4
- Pale blue colour
- Printed legibly in black ink or typed in black ink. Font size equal or larger than 16.

North Tyneside Council has produced a template of a notice that may be used. If you require this template please contact the Licensing Section.

If the premises covers an area of more than fifty metres square a further notice satisfying the above requirements must be displayed every fifty metres along the external perimeter of the premises adjacent to any highway.

Stage 2

Notice of the application must be published in a local newspaper or if there is none, in a local newsletter, circular or similar document circulating in the vicinity of the premises.

The notice must be published on at least one occasion during the period of ten working days starting on the day after the day on which the application was given to North Tyneside Council.

The Notice

The Notice must contain the following information:

In the case of an application for a Premises Licence or a Club Premises Certificate:

- statement of the relevant licensing activities or relevant qualifying club activities that it is proposed will be carried on or from the premises.

In the case of a Provisional Statement state that representations are restricted after the issue of the Provisional Statement and state the relevant licensable activities that it is proposed will be carried on or from the premises.

In the case of an application to vary a Premises Licence or a Club Premises Certificate

- the notice shall briefly describe the proposed variation.

In all cases the notices shall state **each** point in **bold** below:

- **name of the applicant or club**
- **postal address of the premises or club premises.** If there is no postal address a description of the location sufficient for it to be identified
- A statement that the **licensing register of North Tyneside Council is kept and can be inspected at Licensing Section, North Tyneside Council, The Killingworth Site, Harvey Combe, Killingworth, Newcastle upon Tyne, NE12 6UB, Monday to Friday 9am to 4pm**
- **date by which an interested party or responsible authority may make representation to North Tyneside Council.** This date is 28 days after the day on which the application was given to North Tyneside Council
- **representations shall be made in writing**
- A statement that **it is an offence knowingly or recklessly to make a false statement in connection with an application and the maximum fine for which a person is liable on summary conviction for the offence is £5,000.**

If you require any further information as to the advertisement of your application please contact the Licensing Section at North Tyneside Council.